

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD
MINUTES
APRIL 11, 2003**

PRESENT: Judith Ficks, Cindy Erb, Linda Roos-Stutz, Kim Senglaub (by phone)

STAFF PRESENT: Thomas Ryan, Bureau Director, Deanna Zychowski, Wayne Austin, Legal Counsel and Division of Enforcement staff.

GUESTS: Ron Hermes, WPTA, Linda Anderson, WOTA

CALL TO ORDER

Judith Ficks, Chair, called the meeting to order at 9:10 a.m. A quorum of 4 members was present.

INTRODUCTIONS

Mary Schlaefter introduced herself and other members of the administrative staff consisting of Cathy Pond, Division Administrator of Credential, Patricia Hoeft, Division Administrator of Board Services, Sandra Rowe, Division Administrator of Enforcement, Cris Selin, Division Administrator of Management Services and Tom Ryan, Bureau Director for Health Professions.

Mary Schlaefter indicated that she began her career as an Assistant Attorney General in 1990. Her primary areas of practice have included health care finance and regulation, education law, and civil rights and constitutional litigation. Ms. Schlaefter has represented the Department of Regulation and Licensing in numerous matters over the years.

Cathy Pond indicated that she has 35 years of civil service experience and began with DRL in 1991 as an Administrative Assistant Supervisor in Health Service Professions and most recently was central services supervisor for renewals.

Patricia Hoeft indicated she was the assistant director of St. Norbert College Alumni and Parent Relations. She is a former commissioner for the Oneida Gaming Commission.

Cris Selin indicated her experience is in the area of information technology. She has most recently served as a human resource information systems consultant and project engagement manager in a variety of organizational settings.

Sandra Rowe indicated that she comes from the Department of Health and Family Services where she spent seven years as an attorney prosecuting violations of state regulations governing nursing homes and other care and treatment facilities.

Thomas Ryan indicated he has a Law degree and a Master's in health care administration. His regulatory work includes two years at the office of the Commissioner of Insurance in the Health and Life section, and as staff to the Patients' Compensation Fund. He also worked in Legal Services in Medicaid and housing law.

Mary Schlaefter reported that the department is presently evaluating options to arrange for improved office space. The improvement would allow for better working conditions for the employees and improve services to the general public, board members and licensees. The department is also looking at putting applications on line for applicants to access quickly and others ways to provide better customer service.

AGENDA

Addition: Administrative warning – Division of Enforcement

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to approve the agenda as amended. Motion carried unanimously.

MINUTES OF NOVEMBER 12, 2002

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, to approve the minutes of November 12, 2002. Motion carried unanimously.

MINUTES OF DECEMBER 12, 2002

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, to approve the minutes of December 12, 2002. Motion carried unanimously.

REPEAL OF CHAPTER MED 19

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, to repeal Med 19 of the Medical Administrative Code relating to Occupational Therapy. Motion carried unanimously.

CONTINUING EDUCATION

The board reviewed the correspondence relating to a course in home studies. The course is approved by the Florida Board of Occupational Therapy, Wayne Austin will draft the response to the licensee.

CLOSED SESSION

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to adjourn to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of reviewing

administrative warning, review of application, review request for dismissal from IPP, and consulting with legal counsel. Roll Call vote: Judith Ficks-yes, Cindy Erb-yes, Linda Roos-Stutz-yes, Kim Senglaub-yes. Motion carried unanimously.

Open Session recessed at 10:25 a.m.

RECONVENE INTO OPEN SESSION

MOTION: Linda Roos Stutz moved, seconded by Cindy Erb, to reconvene into open session at 10:50 a.m. Motion carried unanimously.

SUSAN VAUGHAN KRATZ, O.T.

MOTION: Kim Senglaub moved, seconded by Cindy Erb, to deny the request of Susan Vaughan Kratz, O.T. for full licensure based on the fact that she signed a stipulation agreeing to a five year limited license after she was convicted of Medicaid fraud and the order was signed in June of 2000. Motion carried unanimously.

REMOVAL FROM IPP

MOTION: Kim Senglaub moved, seconded by Cindy Erb, to remove D.K. from the IPP program based on compliance with the IPP contract. Motion carried unanimously.

ADMINISTRATIVE WARNING

MOTION: Kim Senglaub moved, seconded by Linda Roos-Stutz, to issue an administrative warning to Stella D. Kaas-Lallensack. Motion carried unanimously.

OTHER BOARD BUSINESS

The Board requested that the meeting from August 8th be changed to July 31st. At the next board meeting scheduled for June 13th, the board members want to review both the written and oral examination questions and have requested that Casey Brown have these questions available for their review.

ADJOURNMENT

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to adjourn the meeting at 10:55 a.m. Motion carried unanimously.

Next Meeting Date: Friday, June 13, 2003